

**Secondary Principal  
Orion Coopers**



# **Improving Outcomes Transforming Lives Enabling Social Mobility**

# Welcome from the CEO

*Thank you for showing an interest in our pupils, our schools, and our Trust. This is an exciting time to join Orion Education. We are a forward looking group of schools on a mission to improve outcomes and transform lives.*



**Simon Garrill**  
Chief Executive Officer

Thank you for taking the time to look, and for showing an interest in one of the roles in our schools. In a long career in education, starting out as an English teacher, I have loved the fact that I get to work with some fantastic young people and a group of like minded professionals who have a real passion for their work and share the same values. There aren't many professions where that is the case.

We are driven by our desire to do the best for our young people. Our reason to exist is to improve outcomes, transform lives and enable social mobility. Our values of trust kindness and endeavour underpin our work, and we succeed through ensuring a healthy culture and academic rigour. This emphasis on leadership involves nurturing a robust pipeline of leaders deeply committed to our values and mission. Collaborative partnerships are integral to our goals, as we seek to forge strong partnerships to amplify our impact.

At Orion Education, we take pride in the work that we do to develop our teachers and our leaders. Our approach to instructional coaching and leadership development has been recognised nationally. We are at the forefront of a coaching model that supports you in making the most of your career. Our expectations of ourselves and each other are high. In return we offer you unrivalled professional development, so that you can fulfil your own ambitions. Finally, I am extremely grateful for your interest in our Trust. We are moving forward at a rapid rate and it's an exciting time to join us.

*Simon Garrill*

# Welcome from the Director of Secondary

*Welcome to Coopers, a successful secondary that ensures that all members of our community are focused on creating strong outcomes for our young people.*



**Lisa Peterkin**  
Director of Secondary

Thank you for your interest in leading Orion Coopers. This is an exciting opportunity to join Orion Education at a point of strength, ambition and momentum.

Orion Education exists to improve outcomes, transform lives and enable social mobility. Our values of trust, kindness and endeavour are not slogans – they shape how we lead, how we work together, and how we serve our communities. We believe deeply in disciplined leadership, strong culture, and academic rigour, underpinned by high-quality coaching and professional development. At Orion, we invest heavily in our leaders. Our nationally recognised instructional coaching and leadership development offer ensures that Principals are supported, challenged and developed to do their best work. Expectations are high – but so is the support.

Orion Coopers is a proud and successful secondary school with a strong reputation. The next Principal will play a pivotal role in building on this success, securing consistently excellent outcomes, and shaping a culture where staff and pupils thrive. If you are motivated by moral purpose, driven by impact, and ready to lead with clarity and conviction, we would be delighted to hear from you.

# About our School

***Orion Coopers is a welcoming and thriving secondary school located in Chislehurst. It is part of Orion Education. Set in 33 acres of beautiful parkland, it offers extensive educational facilities. Orion Coopers is a community that inspires ambition, resilience and success for all.***

Orion Coopers is at an inflection point - and leading the school will be an incredibly exciting opportunity for the next Principal. Having established outcomes that now exceed those nationally the school is primed to build on its success, ensuring that our students can benefit from consistently high outcomes in an engaging, enriching and caring environment.

As the new Principal of Orion Coopers, you will play a pivotal role in driving our collective ambition, bringing a dynamic, empowering, and motivated approach to leadership, with relentlessly high expectations. You will be adept at building strong, high-performing teams, who are united behind your vision for the school. You will inspire colleagues to strive for excellence and foster an environment which brings out the best in everyone.

We are looking for someone who understands what a school needs to become truly great, who can expertly build on the great work already done and bring the community with them as they do so. Drawing on an excellent track record of successful teaching and learning, you will drive forward our ambitious curriculum and establish and maintain a shared understanding of effective teaching practice across the school. The new Principal will provide strategic direction for our strong and committed team of teachers and leaders, through bespoke training and instructional coaching. As Principal, you will ensure that staff development and wellbeing are prioritised, championing a comprehensive Associate Staff programme of training and advancement to broaden their experience and expertise.

In return, Orion Education offers you access to exceptional leadership development, enabling you to continually refine your skillset and advance your career. We are committed to nurturing opportunities for our senior leaders to grow within the school and across the Trust.

We have clear behavioural expectations that ensure our school remains calm, orderly, and focused on learning. As Principal, you will be responsible for driving forward our rigorous approach to behaviour and pastoral support, fostering a culture of safety and respect. Our recent Ofsted in 2023 commented that "Pupils are safe around the large school site. They know that bullying is not tolerated, and that staff swiftly intervene to resolve any issues. Staff build positive working relationships with pupils and listen to any worries that they may have. Pupils are kind and respectful to others, including to new arrivals to the school. Sixth-form students act as role models for their younger peers."





## Job Description

<b>Job Title</b>	Secondary Principal
<b>Salary</b>	Competitive
<b>Contract Type</b>	Permanent
<b>Location</b>	Orion Coopers, Chislehurst BR7 5PS
<b>Reporting To</b>	Director of Secondaries

## Job Purpose

### Core Purpose of the Principal for Secondary

To provide strategic leadership and hold overall accountability for the direction, standards achieved, and quality of learning and teaching at Orion Coopers.

If you enjoy a challenge, are driven by moral purpose and want to make a significant difference to the lives of children and young people, this role offers an exceptional opportunity.

Working closely with the Orion Education Executive Team, the Principal will lead Orion Coopers, ensuring that teaching and learning is at the heart of every decision. You will deliver sustained improvement, coach and develop leaders, and embed a culture of excellence, equity and aspiration.

You will also work collaboratively with Principals across the Trust, contributing to shared practice, leadership development and Trust-wide improvement.

## Main areas of responsibility

### Key Result Areas

#### School Improvement and Leadership:

- Provide leadership that enables the school to deliver a high-quality education for every pupil.
- Establish and communicate a clear vision, translating this into strategic and operational plans.
- Maintain a relentless focus on pupil achievement, using data and evidence to drive improvement.
- Create a strong learning culture through distributed leadership and high professional standards.
- Monitor, evaluate and review school performance, tackling underperformance decisively.

#### Teaching, Learning and Curriculum:

- Ensure consistently high-quality teaching through coaching, development and accountability.
- Lead curriculum development and innovation in line with Trust principles.
- Secure excellent behaviour, attendance and inclusion for all pupils.

#### People and Culture:

- Line manage and develop the senior leadership team.
- Ensure effective induction, professional development and performance management for all staff.
- Promote a culture of high expectations, wellbeing and professional respect.

#### Strategic and Operational Leadership:

- Secure the highest standards of safeguarding.
- Work with Trust colleagues to set and manage the school budget effectively.
- Ensure compliance with all statutory, financial and Trust requirements.
- Recruit, retain and deploy staff effectively.

#### Community, Governance and Trust:

- Work effectively with governors and Trustees to fulfil statutory responsibilities.
- Build strong relationships with parents, carers and the wider community.
- Promote equality, challenge prejudice and ensure inclusive practice.
- Contribute to Trust-wide collaboration and improvement.

## Person Specification

### Skills, Capabilities and Experience

The Principal will be an exceptional leader with a proven record of securing, sustaining and extending excellence. They will bring intellectual authority, moral courage and relentless ambition for pupils and staff. This role requires a leader who is comfortable operating at the highest level, holding the line on standards while continuously raising the ceiling.

Candidates are requested to demonstrate the following attributes as part of the selection process.

	Essential/ Desirable	Application(A) Interview (I) Reference(R)
<b>Qualifications:</b>		
Qualified Teacher Status	E	A
Degree	E	A
NPQH or evidence of working towards	D	A
Master's Degree	D	A
Good honours graduate and post graduate level qualification	E	A
<b>Experience:</b>		
Successful headship or senior leadership experience in a secondary school, with clear personal accountability for outcomes	E	A
Demonstrable evidence of sustaining high performance over time, not solely securing short-term improvement	E	A
Proven impact on pupil outcomes that are consistently at or above national benchmarks, including for disadvantaged pupils	E	A
Experience of delivering effective innovations in curriculum and pedagogy	E	A
Proven track record in leading and managing staff including building a successful team, delegating effectively and implementing and managing change.	E	A
In-depth knowledge and understanding of the wider educational agenda	E	A
In depth knowledge and experience of Child Protection, Safer Recruitment and Safeguarding procedures	E	A



<b>Skills and Knowledge:</b>		
A detailed understanding of the school improvement process and the ability to apply it in challenging circumstances	E	A
A detailed knowledge of assessment and the use of data to monitor and raise standards	E	A/I
Understanding of the relationship between financial and human resources and educational outcomes	E	I
Able to inspire, challenge, motivate and empower teams and individuals to achieve high goals	E	I
First class ambassadorial skills with an ability to present the School in an authoritative and persuasive manner	E	I
<b>Improving Learning and Teaching:</b>		
Outstanding classroom teacher practitioner with the ability to monitor and evaluate performance continuously in order to improve the quality of teaching and learning and maintain and stretch high standards	E	A/I
Proven ability to secure excellent teaching for all students to enable them to realise their potential	E	A
Successful experience of positive behaviour management and development of a student focused, inclusive and effective learning environment so that behaviour and attendance are outstanding	E	A
Able to hold all staff to account for their professional conduct and practice	E	A/R
Successful experience of curriculum development along with an understanding of the issues associated with choice and flexibility to meet the personalised learning agenda	D	A
Proven experience of the implementation of effective assessment procedures and an understanding of assessment for learning needs of all students.	E	A
<b>Personal Qualities:</b>		
Be a positive role model at all times, a highly effective and respected representative of Orion Education.	E	A/I
Be approachable and person centered	E	I
To be articulate with excellent interpersonal skills both verbally and in writing	E	A/I
Ability to challenge, give feedback and present views to achieve positive outcomes	E	A
Inspire trust and confidence across the school community including with parents, governors and members of the local community	E	A/R
To be astute and perceptive with strong analytical skills and the ability to use sound judgement in order to anticipate and resolve conflict and issues imaginatively and solve problems	E	A/I
Sustain wide, current knowledge and understanding of education and school systems, and pursue continuous professional development	E	A

# Our Four Critical Questions

**Why do  
we exist?**

To improve outcomes, transform lives and enable social mobility.

Trust • Kindness • Endeavour

**How do we  
behave?**

**What do  
we do?**

We create a strong network of schools which transform the lives of students by enabling them to achieve high educational and personal goals, regardless of their background.

Through a clear backbone,  
strong culture, academic  
rigour and smart systems.

**How do we  
succeed?**

# The Orion Backbone

## Mission & Values

All schools share the trust four critical questions. We exist to improve outcomes, transform lives and enable social mobility.

## Curriculum

The curriculum within our schools is designed around our principles of focused, coherent, sequenced, and inclusive. Where we can enhance collaboration and reduce workload, we standardise some elements. However, teachers do adapt the curriculum based on the needs of the students in their class.

## Assessment & Feedback

Our assessment and feedback calendar captures the rhythm of our assessment and data collection. Data driven instruction and responsive teaching ensure that formative assessment is central to pedagogy.

## Safeguarding & Attendance

Safeguarding is the responsibility of all. Our standardised approach to safeguarding and the support that we give our schools ensures that all children are kept safe. External reviews scrutinise the work that we do.

## Quality Assurance

Our school workflow captures the rhythm of the work that we do. We undertake regular cycles of structured monitoring to ensure that our schools are accelerating the progress of the students in their care.

## CPD

We allocate 7 training days to the teachers in our schools. All our teachers take part in instructional coaching. In addition, we provide enhanced levels of training for our leaders to develop their expertise in their current role and to prepare them for their next role.

## Workload

Schools are expected to streamline workload as much as possible. We limit the number of assessment points within our calendar and ensure that teachers do not undertake unnecessary administrative tasks.

## Teaching

Teaching is responsive to the needs of pupils. Our lesson framework based on the Rosenshine principles helps teachers to frame learning. However, we understand that each lesson will be different and will be designed to meet individual needs of pupils with adaptive teaching.

## Behaviour & Routines

It is essential that we have the highest expectations of behaviour within our schools. Good discipline and order are the foundation upon which pupils learn. Our common culture rubric and our behaviour, along with a codified approach to routines ensures that our schools are great environments in which to learn and teach.

## SEND

Adaptive teaching is at the core of our approach to meeting the individual needs of pupils. We share best practice and undertake annual reviews of SEND to ensure that pupils make progress. All our schools are open and welcoming places for pupils with SEND.

## Performance & Appraisal

We share a common approach to performance management and appraisal by providing a highly supportive and professional environment. Our talent programme ensures that colleagues who are talented and ambitious to progress are supported to do so.

## Operations

We take pride in running our schools well. Governance, IT, estates, finance, communications, and marketing are all within our Backbone.

The Orion Backbone provides clarity on the elements of our schools that are standardised or aligned.

## Our Schools

There are currently four secondary schools and four primary schools within the Trust. Four of the primary schools and three of the secondary schools are located within Bromley, South East London. A further secondary is close to Canterbury in Kent. These schools include:

### Secondary Schools



**Orion  
Eden Park**

11 - 18



**Orion  
Coopers**

11 - 18



**Orion  
Spires**

11 - 16



The  
Ravensbourne  
School

11 - 18

### Primary Schools



**Orion  
Blenheim**

4 - 11



**Orion  
Mead Road**

4 - 7



**Orion  
Ravensworth**

4 - 11



**Orion  
Scotts Park**

4 - 11



## Candidate Charter

Orion Education wants every candidate to have an informed, engaging and positive experience, and to support this we've created our Candidate Charter which outlines our commitment to you.

### Our Commitment to You

- **Transparency** we will treat you with respect, honesty and fairness
- **Protecting your privacy** we'll ensure your information is secure and handled sensitively
- **Understanding** you'll be given everything you need to make informed decisions
- **Showcasing** talent we'll provide a good opportunity for you to share your skills, experience and potential
- **Feedback** we will provide constructive feedback professionally and promptly
- **Listening** we welcome feedback and we'll act on what you have to share
- **Inclusivity** our hiring decisions align with our commitment to create a high quality, diverse workforce

### We Will

- Provide you with clear, accurate and timely information
- Give you the opportunity to ask questions – and we'll ensure you get the answers you need
- Respond to enquiries promptly and usually within 24 hours during the working week
- Adopt a fair and consistent assessment process
- Make sure you have all the documentation and details you need for an interview, well in advance
- Provide you with real insight about what it's like to be part of our team
- Ensure all offers are fair and equitable
- Seek feedback on your experience at every opportunity, so we can continue to improve

### In Return We Ask that You

- Be honest and upfront about your experience, aspirations and motivations
- Provide open and accurate information when submitting an application
- Always give yourself the best opportunity to succeed - research who we are and how we work
- Let us know if situations change in relation to your interest - and help us understand why
- Prepare yourself for interview and let us know how we can support you

## Your Wellbeing at Orion Education

We know that, to achieve our vision, it is our people who will make the big difference. That is why we are continuously reviewing our wellbeing offering through the implementation of our wellbeing strategy.

### Wellbeing Strategy

Our strategy aims to represent a commitment to an integrated approach to staff wellbeing that creates:

- a sense of belonging
- an environment and culture based on our vision, mission and values
- an environment where staff wellbeing is integrated into day-to-day practices
- an environment that recognises skills and encourages personal development
- encouragement and support for employees to develop and maintain a healthy lifestyle
- support for people with manageable health problems or disabilities to maintain access to or regain work
- improved staff satisfaction, recruitment and retention.

### Our Commitment

- development of the Orion Education wellbeing charter
- protected time for PPA
- needs based flexible approach
- improving working lives through employment policies such as flexible working, absence management, menopause, mental health and dignity at work
- creating a safe place to work through health and safety strategy and initiatives
- ensuring that all line managers support staff through regular line management meetings
- decreasing the interval between treatment and return to work through occupational health referral and advice
- career development through continual professional development (CPD)
- personal support through the Employee Assistance Programme counselling service
- adherence to the rarely cover policy
- reducing workload through sharing best practice and agreeing smarter ways to work in line with the backbone.

## Why work for us

### Competitive salaries

We offer competitive salaries for both teaching and non-teaching staff based on the type and level of role you do with automatic pay progression for main scale teachers. Pay ranges are reviewed annually with our recognised unions.

### Pension Scheme

All contracted members of staff will be automatically enrolled into a career-average pension scheme with either the Teachers' Pension Scheme or the Local Government Pension Scheme (whichever is appropriate). You don't pay tax or National Insurance on your contributions and Orion Education adds a generous employer contribution, which varies depending on your salary.

### Professional Development

- Key to our ongoing success our development programmes are second to none.
- Our commitment to instructional coaching ensures a consistent approach to teacher development across our schools.
- Our Trust conference, online CPD modules and in-school service training supports you to achieve your goals whatever they might be.
- Additionally, our programme of Trust Twilights provides our teachers with opportunities for deliberate practice and curriculum development planning.
- Our early career teachers benefit from weekly mentoring and coaching, alongside a thorough training programme and additional Trust-wide events.
- We also have opportunities for practitioner research and access to an NPQ programme through National Institute of Teaching.

### Benefits

For a full list of our benefits, please visit our website [Orion Education - Staff Benefits](#)

## How to apply

To find out more about the role and the application process we recommend that in the first instance you contact our recruitment partners Propelo on 01273 222 877, email [orionedu@propelo.co.uk](mailto:orionedu@propelo.co.uk) or by visiting <https://orionedu.our-careers.co.uk>.

**Closing date for applications:** Thursday 12th March, 2026 at 5pm

**Interviews:** Monday 23rd and Tuesday 24th March, 2026

Please make sure, when completing your application form, you give clear examples of how you meet the essential and desirable criteria.

We will consider any reasonable adjustments under the terms of the Equality Act (2010) to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post. The jobholder will ensure that academy policies are reflected in all aspect of their work, in particular those relating to:

- Equal Opportunities
- Health and Safety
- General Data Protection Regulations (2018)
- Safeguarding children

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The academies will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition (as defined in the Equality Act 2010).

Following consultation with you, this job description may be changed by management to reflect or anticipate changes in the job which are commensurate with the salary and job title.



**Orion Education is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check and where applicable, a prohibition from teaching check will be completed for all applicants. Orion Education is fully committed to equality and to valuing diversity as an employer and a provider of education.**

## Orion Education

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